

**Notice of Ordinary Meeting of BRADENHAM PARISH COUNCIL on Monday 3rd
July 2023 at the Cricket Pavilion commencing at 7.00pm**

Agenda

1. Apologies
2. Disclosure of interest in items on the agenda
3. To confirm the minutes of the parish meeting, the annual parish council meeting, and the ordinary meeting of 15th May 2023.
4. To report on matters arising from the minutes not on the agenda.

The meeting will be closed for a Public Session - (15 minutes in total) - Members of the public are invited to attend and speak on items on the agenda or on matters of concern within the village at this point.

5. Reports:
 - a. County Councillors
 - b. RAF
 - c. Chairman
 - d. Clerk:
6. Meetings/training attended.
 - 07/06/23- Standing Orders Training
 - 29/06/23- BC Rural Forum
7. Updates on activities:
 - a. Monthly HMRC information submitted.
 - b. Defibrillator checked
 - c. Copy submitted to Naphill and WA Gazette and Contact.
 - d. PC members are sent the regular updates from BC and other parties.
 - e. Correspondence with BC on the state of the roads and potholes.
 - f. Grass cutting of the green by the church
 - g. Cllr to report on the state of the Lychgate pillars
 - h. New dog bin contract
8. Review Risk Register
9. Review Financial Regulations and discuss review of Standing Orders. NALC have issued updated model Standing Orders, more detailed than our current ones. Discuss what would suit Bradenham Parish Council's needs.
10. Planning:
 - BC decisions: 23/06055/TPO Beechcroft, New Road Walter's Ash. Split decision: Crown lift over the road to ensure a clearance of 4.5m, reduce south/west branch by 4m refused and remaining canopy crown reduce by 2m to create clearance over public highway x2 beech. Reduce by up to 2m, to suitable growth points, and crown lift to ensure a clearance of 4-5 meters over the road, to suitable growth points or unions x 1 (T1 & T2) Beech
 - a. New planning application: None
11. Finance:
 - a. Our notification of exempt status for the year ended 31 March 2023 has been logged with the external auditors. By notifying them that Bradenham Parish Council has claimed exemption there is no review to be performed and

consequently no auditor certificate and report, or any other closure documentation, will be issued for this reporting

- b. Receipts: none
- c. Approve DD 2023/24 membership Chiltern Society £30
- d. Approve S/O for staff costs June and July @ £ 371.21 per month
- e. Clerk hours:
 - Contracted 5.8 hrs /week
 - Holiday 0.6 hrs per week.
 Hours: from 08/05/23 to 26/06/23= 7 weeks (40.6-4.2=36.4hrs) worked 35 hrs. 1.4hrs short- bfw 3.5 hrs short. cfw 4.9 hrs short
- f. Review the accounts year to date

Expenditure	Ytd 03/07/23 £	Budget as set £
Clerk's salary	1113.63	4,544
Admin expenses	74.37	450
WFH allowance	0	500
Insurance	345.42	330
Audit fee	50.00	55
Subscriptions	89.72	150
Donations rent	220.00	200
Donations	0	160
Coronation picnic	250.00	£250 from reserve
Std maintenance	287.00	750
Devolved services grass cutting	0	1123
Training	20.00	100
Sundry	0	100
Dog waste collection	143.70	599
Bank charges	16.00	96
Vat	40.68	0
TOTAL	2650.52	9157

Income	Ytd £ 03/07/23	Budget £
Precept	3943.50	7956
WDC devolved services	108.91	108
BC devolved services	645.88	593
Vat	0	500
Interest NS&I	0	0
TOTAL	4698.29	9157

- g. To approve the following payments as listed below:

Payments to be approved for payment at the meeting:		£
James Glasgow	Lychgate tiles replacement and painting lower section	287.00
Tactical Facilities management Ltd	Dog bin emptying May	64.44
Princes Risborough TC	Grass cutting	
BALC	Std orders training	10.00
D Hansen	Clerk's expenses	25.38
Total		386.82

Funds available:	£
Opening balances 26/06/23	
HSBC Current account	6,786.31
NS&I @ 31/12/22	<u>2,570.08</u>
	9,356.39

Less expenditure incl July payments	386.82
Less Chiltern Society Subs	30.00
Less May Salary	371.21
FUNDS AVAILABLE July 2023	<u>8,568.36</u>

12. Members' questions.

13. To confirm date of the next ordinary meeting as Monday 11th September 2023

Future meeting dates:

Monday 13th November 2023. All meetings start at 7pm

D Hansen

Clerk to the Council, 26/06/22

Riva, Naphill Common, Naphill, High Wycombe, Bucks. HP14 4SZ e-mail:

clerkbradenhampc@gmail.com

The meeting is open to the public and members of the press.